

- (i) The weather minimums required by the school for dual and solo flights;
- (ii) The procedures for starting and taxiing aircraft on the ramp;
- (iii) Fire precautions and procedures;
- (iv) Redispach procedures after unprogrammed landings, on and off airports;
- (v) Aircraft discrepancies and approval for return-to-service determinations;
- (vi) Securing of aircraft when not in use;
- (vii) Fuel reserves necessary for local and cross-country flights;
- (viii) Avoidance of other aircraft in flight and on the ground;
- (ix) Minimum altitude limitations and simulated emergency landing instructions; and
- (x) A description of and instructions regarding the use of assigned practice areas.

(b) The holder of a pilot school certificate or provisional pilot school certificate must maintain a monthly listing of persons enrolled in each training course offered by the school.

[Doc. No. 25910, 62 FR 16347, Apr. 4, 1997; Amdt. 141-9, 62 FR 40908, July 30, 1997]

#### § 141.95 Graduation certificate.

(a) The holder of a pilot school certificate or provisional pilot school certificate must issue a graduation certificate to each student who completes its approved course of training.

(b) The graduation certificate must be issued to the student upon completion of the course of training and contain at least the following information:

- (1) The name of the school and the certificate number of the school;
- (2) The name of the graduate to whom it was issued;
- (3) The course of training for which it was issued;
- (4) The date of graduation;
- (5) A statement that the student has satisfactorily completed each required stage of the approved course of training including the tests for those stages;
- (6) A certification of the information contained on the graduation certificate by the chief instructor for that course of training; and

(7) A statement showing the cross-country training that the student received in the course of training.

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### Subpart F—Records

#### § 141.101 Training records.

(a) Each holder of a pilot school certificate or provisional pilot school certificate must establish and maintain a current and accurate record of the participation of each student enrolled in an approved course of training conducted by the school that includes the following information:

(1) The date the student was enrolled in the approved course;

(2) A chronological log of the student's course attendance, subjects, and flight operations covered in the student's training, and the names and grades of any tests taken by the student; and

(3) The date the student graduated, terminated training, or transferred to another school.

(b) The records required to be maintained in a student's logbook will not suffice for the record required by paragraph (a) of this section.

(c) Whenever a student graduates, terminates training, or transfers to another school, the student's record must be certified to that effect by the chief instructor.

(d) The holder of a pilot school certificate or a provisional pilot school certificate must retain each student record required by this section for at least 1 year from the date that the student:

- (1) Graduates from the course to which the record pertains;
- (2) Terminates enrollment in the course to which the record pertains; or
- (3) Transfers to another school.

(e) The holder of a pilot school certificate or a provisional pilot school certificate must make a copy of the student's training record available upon request by the student.

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